**GENERAL ASSEMBLY CIASEM 2013**

Cartagena de Indias, Colombia, 26th September 2013, 6:00 pm

**MINUTES:**

***1. - Welcome words by Lucia González, CIASEM President.***

Dr. Lucia Gonzalez, welcomed attendees to CIASEM Assembly, she mentioned that during this administration, efforts were made to open a bank account in Mexico, however given the laws of that country, it was not possible open the CIASEM bank account in Mexico. Subsequently the CONGREX Company based in Panama was contacted. They sent a proposal to open a bank account in Panama (this point was discussed in item 10 of the agenda of the meeting). Attempts were also made to contact colleagues from all the countries of the continent to try to persuade them to return to or to join CIASEM, with positive results.

***2. - Opening of the General Assembly***

***3- Approval of the minutes of the preceding meeting (Mexico, 2011)***

The minutes of the meeting held during the XI Interamerican Congress of Microscopy, from

24 to 29 September in Merida, Yucatan, Mexico were approved.

***4.- Presentation of CIASEM delegates appointed by members societies.***

The delegates from member countries of CIASEM were approved. The inclusion of Uruguay as new member of CIASEM with voting rights, was voted on and approved. The “Uruguayan Society of Microscopy and Imaging Science” (“Sociedad Uruguaya de Microscopía e Imagenología”) was recently created.

The country delegates were:

**Argentina:** Francisco Capani, Alfredo Tolley **Brazil:** Marcia Attias, Kildore Miranda **Canada:** absent

**Colombia:** Clara Spinel, Magnolia Herrera

**Cuba:** Ana Sanz Ochotorena, Sandra Rodríguez

**México:** Manuel Espinosa, Juan B. Kouri

**Perú**: Francisco Rumiche

**USA:** Charles Lyman, John Mansfield **Venezuela:** Caribay Urbina, Sonia Camero **Uruguay:** Gabriela Casanova, Anabel Fernández

**5. - *Approval of the Agenda by the General Assembly***

The agenda for the assembly CIASEM 2013 was approved.

**6.- Report on the CIASEM Congress 2013 by Clara Spinel (President CIASEM 2013, Magnolia Herrera (Secretary CIASEM 2013) and Claudia Avila (Colombia accountant Microscopy Association).**

a) THE NUMBER OF CONFERENCE ATTENDEES CIASEM 2013 WAS OF **442**.

General attendance Statistics

|  |
| --- |
| **Data base registrations** |
| Pre-registered participants present toCIASEM 2013 | 442 | 66,87% |
| Pre-registered participants absent toCIASEM 2013 | 219 | 33,13% |
| **Total** | **661** | **100,00%** |

|  |
| --- |
| **ATTENDANCE STATISTICS** |
| Pre-registered participants | 382 | 86,43% |
| New participants | 60 | 13,57% |
| **Total asistentes** | **442** | **100,00%** |

|  |
| --- |
| **PARTICIPATION BY CATEGORY** |
| REGULAR PARTICIPANT | 138 | 31,22% |
| SPEAKER | 83 | 18,78% |
| GRADUATE STUDENT | 70 | 15,84% |
| UNDERGRADUATE STUDENT | 40 | 9,05% |
| COMMERCIAL EXHIBITOR | 38 | 8,60% |
| VIP | 27 | 6,11% |
| COMPANION | 23 | 5,20% |
| PHOTOGRAPHER-SIMULTANEOUS TRANSLATION | 10 | 2,26% |
| VISITOR | 5 | 1,13% |
| PRESIDENT | 4 | 0,90% |
| VICEPRESIDENT | 2 | 0,45% |
| ORGANIZING COMMITTEE- CIASEM | 2 | 0,45% |
| **Total** | **442** | **100,00%** |

140

120

100

80

60

40

20

0

138

83

70

40 38

27 23

10 5 4 2 2

|  |
| --- |
| **Country Participation** |
| GERMANY | 7 | 1,58% |
| ARGENTINA | 19 | 4,30% |
| BÉLGIUM | 1 | 0,23% |
| BRAZIL | 57 | 12,90% |
| CHILE | 8 | 1,81% |
| COLOMBIA | 97 | 21,95% |
| COSTA RICA | 4 | 0,91% |
| CUBA | 9 | 2,04% |
| ECUADOR | 3 | 0,68% |
| SLOVAKIA | 3 | 0,68% |
| SLOVENIA | 1 | 0,23% |
| SPAIÑ | 7 | 1,58% |
| GUADALUPE | 1 | 0,23% |
| MÉXICO | 133 | 30,09% |
| NETHERLANDS | 3 | 0,68% |
| PERU | 6 | 1,36% |
| POLAND | 1 | 0,23% |
| PUERTO RICO | 1 | 0,23% |
| CZECH REPUBLIC | 1 | 0,23% |
| SWITZERLAND | 4 | 0,91% |
| SWEDEN | 5 | 1,13% |
| URUGUAY | 8 | 1,81% |
| UNITED STATES | 12 | 2,70% |
| VENEZUELA | 51 | 11,54% |
| **Total** | **442** | **100,00%** |

b) PRECONGRESS COURSES – UNIVERSIDAD TECNOLÓGICA DE BOLÍVAR

Total number of precongress courses: **10**

Total number of participants: **111**

|  |  |  |
| --- | --- | --- |
| **Curso** | **Conferencistas** | **Attendees** |
| Dental sample preparation for scanning electron microscopy (SEM) applications and uses of surgical microscope in dentistry | Graciela Durso (Argentina) AdrianAbal (Argentina) Patricia Sarmiento(Argentina) | **5** |
| Scanning electron microscopy with FE SEM and EDS technical | VitezslavAmbroz (CzechRepublic) Carlos Segovia (Micra-Mexico) | **13** |
| Atomic Force Microscopy And RelatedTechniques (AFM) | Carlos Segovia (Micra-Mexico) | **20** |
| Basic principles of image analysis | José Pellegrino (Argentina)Lucía González (Cuba) Sandra Barbosa (Brazil) NelvysSubirós (Cuba)Sandra Rodríguez (Cuba) | **22** |
| Applied Microscopy to cell neurobiology | Orlando Castejón (Venezuela) | **4** |
| TEM: Fundamentals and advanced applications | Carlos Ornelas(Mexico)Centetl Alvarado (JEOL-Mexico) Francisco Paraguay (Mexico) | **16** |
| Basic principles and applications of scanning electron microscopy (SEM) | Wen-AnChiou (USA)Leopoldo Enríquez (JEOL-Mexico) Martín Palacios (JEOL-Mexico) | **7** |
| Electron microscopy applications andEDX microanalysis of forensic science | Haral Augusto Mclear(Colombia)Carlos Peralta (Carl Zeiss-Argentina) Gabriel Balabanian (Carl ZeissMicroimagind SL) | **6** |
| Applications of microscopy in biological sciences | Luis Felipe Jimenéz (Mexico)Francisco Capani (Argentina) Speaker FEI | **6** |
| Mineralogical analysis by scanning electron microscopy (SEM) | José Guzmán (Colombia) Speaker FEI | **12** |

c) MICROSCOPY COURSE FOR CHILDREN

|  |  |
| --- | --- |
| **SPEAKERS** | Robert Gordon (USA) Hitachi |
| Oscar Arias (Colombia) Hitachi |
| Martha Losada (Colombia) Biomol |
| Gustavo Aguilar (Colombia) G. Barco |
| Alba Avila (Colombia) Universidad de los Andes |
| Darwin Dubay (Colombia) SENA |
| **CHILDRENS FROM LOCAL SCHOOLS** | September 25Morning &Afternoon | 60 |
| September26Morning | 30 |
| September 27Morning | 30 |
|  | **Total** | **120** |
| **SPONSORS** | Hitachi, Biomol y G.Barco |

d) SYMPOSIA

|  |  |
| --- | --- |
| **Symposium** | **Number** |
| Biological Sciences | 9 |
| Materials Sciences andNanotechnology | 10 |
| Instrumentation and Techniques | 8 |
| **Total** | **27** |

e) ABSTRACTS:

i) Submited abstracts

|  |  |
| --- | --- |
| **Abstracts** | **Number** |
| Biological Sciences | 183 |
| Materials Science andNanotechnology | 175 |
| Instrumentation and Techniques | 54 |
| Speakers | 59 |
| **Total** | **471** |

ii) Accepted Abstracts

|  |  |
| --- | --- |
| **Subject** | **Number** |
| Biological Sciences | 180 |
| Materials Science and Nanotechnology | 153 |
| Instrumentation and Techniques | 42 |
| **Total** | **375** |

iii) Rejected Abstracts

|  |  |
| --- | --- |
| **Subject** | **Number** |
| Biological Sciences | 12 |
| Materials Science and Nanotechnology | 22 |
| Instrumentation and Techniques | 3 |
| **Total** | **37** |

iv) Presentations

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Submitted** | **Accepted** | **Presented** |
| Posters | 319 | 291 | 243 |
| OralPresentations | 93 | 84 | 63 |
| **Total** | **412** | **375** | **306** |

f) SPEAKERS

|  |  |
| --- | --- |
| **Invited Speakers** |  |
| *Openning talks* | 2 |
| *Keynote speakers* | 6 |
| *Parallel sessions speakers* | Biological Sciences | 21 | 68 |
| Materials Sciences | 28 |
| Instrumentation andTechniques | 19 |
| ***Total Speakers*** | **76** |

g) PHOTOMICROGRAPHY CONTEST

|  |  |
| --- | --- |
| **Submitted** Photomicrography | **44** |
| **Winners** | **1** | Cecilia Gutiérrez Ayesta (Argentina) |
| **2** | Alexander Astudillo Lagos (Colombia) |
| **3** | Hamlet Acevedo (Colombia) |
| Diana Carrillo Flores (México) |

h) SCHOLARSHIPS

|  |  |  |  |
| --- | --- | --- | --- |
| **Funding** | **Student** | **Country** |  |
| Microscopy Society of America**MSA** | Eder Carlos Schmidt | Brazil | 6 |
| Alejandra Gómez Cadena | Colombia |
| Jorge Alonso Rivera | Colombia |
| Hamlet Adolfo Acevedo | Colombia |
| Blanca Estela Ríos | Mexico |
| Rita Tenia | Venezuela |
| International Federation of Societies for Microscopy**IFSM** | Kelly Cristina Moreira | Brazil | 10 |
| Gabriela Noel Barrera | Argentina |
| Mayuric Teresa Hernández | Mexico |
| Maylin Almonte Becerril | Mexico |
| Liliana IvetSous | Venezuela |
| Diana María Carrillo | Mexico |
| Sebastián Donoso Contreras | Chile |
| Juan Carlos Rosillo | Uruguay |
| América Martínez Calleja | Mexico |
| Paolin Caceres | Brazil |

i) **FINANCIAL REPORT (Colombian Pesos (COP), American Dollars (USD))**

**1. INCOME COP USD**

|  |  |  |
| --- | --- | --- |
| Membership | 1.400.000 | 737 |
| Support Mexican Association | 4.807.500 | 2.530 |
| Support US Association | 192.300 | 101 |
| Support Cuban Association | 190.000 | 100 |
| Support Argentina Association | 190.000 | 100 |
| Support Brazilian society | 190.000 | 100 |
| Support Banco de la Republica de Colombia | 1.887.400 | 993 |
| Support Colombian Foundations | 37.761.942 | 19.875 |
| Subsidies | 500.000 | 263 |
| CIASEM 2013 Registrations | 151.549.142 | 79.763 |
| Exhibitions stand / Commercial houses | 140.278.558 | 73.830 |
| **Total Income** | **338.946.842** | **178.392** |

**2. OUTCOME**

**COP USD**

|  |  |  |
| --- | --- | --- |
| Booking Hotel Las Américas (speakers) Booking Hoteles Holiday Inn (speakers) Booking Hoteles Holiday Inn (scholarships) Booking Hotel Holiday Inn (Organizadores)Rooms Hotel Holiday Inn (Course pre-congress) Rooms Convention CenterWelcome cocktailCoffe BreakAudiovisual meetingBooking Hotel Sonesta (Cubans Speakers) Closing dinnerLogisticsTranslationsSpeakers Airport-hotel transportationWeb pageSpeakers Flight ticketsAir Tickets supervision visits organizationsAdministrative expensesEurope advertisingVenezuela advertisingExpenses and coffee break pre-congressConvention center standsSupervision & Advertising CIASEM-2013Taxes & Bank fees | 47.200.11317.766.81014.844.5471.645.0751.884.70076.186.28612.646.28014.568.43824.987.0003.240.00017.754.47324.784.31018.880.0002.931.6007.004.00913.919.1223.071.54027.807.9953.232.1121.819.3652.717.29833.167.62611.843.95210.634.984 | 24.8429.3517.81386699240.0986.6567.66813.1511.7059.34413.0449.9371.5433.6867.3261.61714.6361.7019571.43017.4576.2345.597 |
| **Total outcome** | **394.537.635**  | **207.651** |

**TOTAL CONGRESS**

|  |  |  |
| --- | --- | --- |
| **Currency** | **COP** | **USD** |
| **Total Income** | **$338.946.842** | **178.392** |
| **Total Outcome** | **$394.527.635** | **207.651** |
| **Deficit** | **$55.580.793** | **29.259** |

**7. - *Presentation from bidders for the site of next CIASEM Congress 2015.***

Three postulations to host the XIII Congress of CIASEM 2015 were made. These were:

**Cuba:** Cuban Society of Morphological Sciences and the Cuban Microscopy Section, Presented by Dr. Ana Sanz Ochotorena.

**San Antonio, Texas, United States of America:** University of Texas, San Antonio, presented by Dr. Arturo Ponce Pedraza.

**Venezuela:** Venezuelan Society for Microscopy and Microanalysis (SVMM). Presented by Dr, Caribay Urbina, president of the SVMM.

The results of the voting were as follows: **Cuba 4 votes**; **San Antonio Texas USA 0 votes**,

**Venezuela 13 votes**.

Therefore the headquarters of the **XIII Inter-American microscopy Congress, CIASEM**

**2015 , will be Venezuela. (Perhaps) Margarita Island.**

8. - Report ***on Acta Microscopica*** for the period 2011-2013 given by Gema Gonzalez (editor in Chief).

9. - ***Gema Gonzalez was ratified as Editor in Chief of Acta Microscopica* by the General**

**Assembly**

***10- Discussion of CIASEM member-society fees and the creation and location of a bank account*.**

a) Each member Society of CIASEM is to contribute $200.00 USD to the bank account of the host country of the Congress CIASEM 2015 (Venezuela), in order to have some financial support to begin the organization of the congress CIASEM 2015.

b) Two proposals to open a bank account for CIASEM were made:

**I.** - Open a bank account in Panama, through CONGREX Company, for which is

$4,190.00USD required to start.

**II. -** Open a subaccount for CIASEM in the IFSM bank account (offer made by the

IFSM).

After analyzing the two proposals, we proceeded to vote on the two options:

The **option I had 2 votes**, **Option II had 13 votes**, there were **two abstentions**.  **Therefore a request for IFSM to open a sub-account for CIASEM will be made.**

Francisco Capani will contact to Barry Carter, IFSM President, to work out the details.

**11 *Nominations for the CIASEM Executive Committee***

***( period 2014-2015)***

Nominations were sought for the positions of President, Vice-President, Secretary, 5 at-Large committee members (each one from a different country).

Two of the at-Large committee members decided to repeat an additional period, therefore nominations for only three at-Large committee members, were sought. For Secretary there was one candidate (Dr. Jose Reyes Gasga-Mexico), for Vice-President two candidates were proposed Dr, Francisco Capani (Argentina) and Dr. Luis Felipe Jiménez (México), the latter declined in favor of Dr Capani.

**12- Election of the Officers of CIASEM executive Committee 2013-2015**

**12.1 Ratification of Vice-President as President**

The General Assembly ratified that the outgoing Vice-President become President of CIASEM (2014-2015).

**Elected Executive Committee (period 2014-2015)**

Therefore, the Elected Executive Committee for the period 2014-2015 is composed as follows:

**President**: Gema González, Venezuela **(**Materials Sciences**)**

**Vice-President:** Francisco Capani, Argentina (Biological Sciences)

**Secretary:** José Reyes Gasga, Mexico **(**Materials Sciences**) At-Large Members:**

**Nelvys Subirós Martínez**, Cuba (Biological Science) **Charles Lyman**: USA **(**Materials Sciences**)** (2nd Period) **Luis Felipe Jiménez**: Mexico (Biological Sciences)

**Magnolia Herrera**: Colombia (Biological Sciences) ( 2nd Period)

**Gabriela Casanova** (Uruguay)

**13. - Discussion of the official language for CIASEM Congresses.**

According to the statutes of CIASEM, the three official languages are, in alphabetical order: English, Portuguese and Spanish. Each participant is free to choose the language in which best to express their ideas, however it is strongly suggested to participants of CIASEM congresses that their slides have text in English.

**14. – Other**

a) The Assembly agreed to the selection of countries and cities for the CIASEM Congresses four years ahead, instead of just two years. This policy will be implemented from the 2015 meeting. This measure is intended to give the conference venue country more time to organize the event.

b) The Assembly adopted John Mansfield's suggestion of preparing a list of items necessary in order for a future meeting city to be considered. A partial list of items might include the following: people to lead the effort, hotels and hotel rates, meeting and exhibition room characteristics, fares for flights from various cities, etc. John thought that a one-page list of items could be condensed from the list that IFSM typically requires. Charles Lyman and John Mansfield agreed to produce a draft list of these criteria within the next few months.